

COMMITTEE ON COMMUNITY IMPROVEMENT

November 13, 2001

7:00 PM

Chairman O'Neil called the meeting to order.

The Clerk called the roll.

Present: Aldermen O'Neil, Cashin, Lopez

Absent: Alderman Wihby

Messrs: R. MacKenzie, S. Maranto, Deputy Chief Robinson, R. Johnson,
J. Wood, T. Seigle, S. Lewry

Chairman O'Neil addressed Item 3 of the agenda:

Resolution and budget authorization authorizing acceptance and
expenditure of funds in the amount of \$19,152.00 for FY02 CIP 215802
REACH 2010 – Phase 2 Implementation Grant.

On motion of Alderman Cashin, duly seconded by Alderman Lopez, it was voted
to approve the resolution and budget authorization.

Chairman O'Neil addressed Item 4 of the agenda:

Resolution and budget authorization authorizing acceptance and
expenditure of funds in the amount of \$2,000.00 for FY02 CIP 410402
MHRA Community Policing (federal dollars from the U.S. Department of
Housing and Urban Development).

On motion of Alderman Lopez, duly seconded by Alderman Cashin, it was voted
to approve the resolution and budget authorization.

Chairman O'Neil addressed Item 5 of the agenda:

Resolution and budget authorization authorizing acceptance and
expenditure of funds in the amount of \$12,500.00 from the Cogswell
Benevolent Trust for FY01 CIP 221701 – Adolescent Pregnancy
Prevention.

On motion of Alderman Cashin, duly seconded by Alderman Lopez, it as voted to approve the resolution and budget authorization.

Chairman O'Neil addressed Item 6 of the agenda:

Resolution and budget authorization authorizing acceptance and expenditure of funds in the amount of \$1,000 from the 6% Incentive Funds Program Grant for FY02 CIP 211202 – 6% Incentive Funds Program.

On motion of Alderman Lopez, duly seconded by Alderman Cashin, it was voted to approve the resolution and budget authorization.

Chairman O'Neil addressed Item 7 of the agenda:

Resolution and budget authorization authorizing acceptance and expenditure of funds in the amount of \$33,000 by decreasing FY99 CIP 720199A – MTA Equipment Replacement-Fareboxes by \$17,000 (Cash) and FY99 CIP 830499 – MTA Roof Replacement by \$16,000 (Cash) and increasing FY01 CIP 720101 – MTA Transit Bus Project by \$33,000 (Cash).

On motion of Alderman Cashin, duly seconded by Alderman Lopez, it was voted to approve the resolution and budget authorization.

Chairman O'Neil addressed Item 8 of the agenda:

Resolution and budget authorization authorizing acceptance and expenditure of funds in the amount of \$33,000 for FY02 CIP 411802 Juvenile Firesetter Intervention Project and placing the program under the administrative umbrella of the Office of Youth Services.

On motion of Alderman Lopez, duly seconded by Alderman Cashin, it was voted to approve the resolution and budget authorization.

Chairman O'Neil addressed Item 9 of the agenda:

Resolution and budget authorization authorizing acceptance and expenditure of funds in the amount of \$20,000 for FY02 CIP 613002 Bethel Court Emergency Shelter Improvement Project (decreasing the Affordable Housing Initiative Trust Fund by \$20,000).

Alderman Lopez asked, Bob, in reference to the \$20,000, is Welfare going to do it or Manchester Housing. Who is going to be responsible for this? It seems like we are getting into the housing business again.

Mr. MacKenzie answered this funding so far is just to have the Highway Department go in and make the improvements. I know that there is still some discussion going on. The Mayor's Office has been looking at the ultimate management of this. There is clearly a demand for emergency housing. The City is spending considerable amounts of money on motel costs. These improvements could be paid very quickly in terms of months but I wanted to check with Sam to see if there was a final decision as to who would actually be managing the property.

Mr. Maranto replied there has been no decision.

Alderman Lopez asked is the money going to come out of the trust fund.

Mr. MacKenzie answered this is actually a fund that has to be used for affordable housing. It is payments back from the Eastgate Apartment Housing Complex that was done by Roy Madden and the City is getting payments back. That goes into an affordable housing trust fund and these are eligible activities.

Alderman Cashin stated I have no problem spending the \$20,000 but I want to know who is going to manage it. Why not Manchester Housing or even Felix's group? Somebody ought to be doing it.

Mr. MacKenzie replied again the Mayor's Office has taken the lead on this so we have not been actively involved in selecting the management team.

Chairman O'Neil asked, Bob, can you walk me through a couple of things. When we had the discussion to buy it and actually did buy it, there were people living in there, correct?

Mr. MacKenzie answered yes there were.

Chairman O'Neil asked who made the determination to have the people move out of it.

Mr. MacKenzie answered I do not know that.

Deputy Clerk Johnson stated if you want to defer this issue to later in the meeting there was a letter to Lands and Buildings that is in their agenda. I think the Mayor's Office was having discussions with two different agencies about managing the property.

Chairman O'Neil replied I did see that on the Lands and Building agenda. Why don't we move this item to the end of the meeting.

Alderman Cashin asked can we pass this subject to approval of Lands and Buildings.

Chairman O'Neil answered we can. I guess my concern is who made all of these decisions. I thought the directive from the Board was pretty clear. Buy it, keep people living in it until such time as the Library was ready for an addition, which would have to come back before the Board anyway. I don't know how we got into people moving out, renovations to it and all of that. That is what I would like to know.

Alderman Cashin asked but if we wait to get answers to that we are just going to hold up the renovations and hold up the leasing. If it is agreeable, why don't we pass it subject to the approval of Lands and Buildings and there is a letter in their agenda from the Mayor that probably explains some of this. I want to get it leased. I want to get something done with it. I don't want to go through the winter with that vacant.

Chairman O'Neil responded I agree with you but I think this Committee is owed an explanation on how it has gotten to this point. I agree with you that the most important thing is to get people living there.

On motion of Alderman Cashin, duly seconded by Alderman Lopez, it was voted to approve this subject to the review and approval of the Lands and Buildings Committee.

Chairman O'Neil asked would it be possible and I am not sure I can make the meeting tomorrow night but to get some answers to some of these questions.

Alderman Lopez stated I have one comment. Before finalizing the \$20,000, let's make sure who is going to manage it.

Deputy Clerk stated we can move this on to the Finance Committee and the Board and it will all be subject to Lands and Buildings approval.

Chairman O'Neil asked, Bob, would it be possible and not to lay this on your or your department but to find out what happened here. Who is responsible for what and who made these decisions?

Mr. MacKenzie answered I did just briefly speak with Sam and he was aware that of the three units, originally when it was purchased one was vacant and then subsequently two of the other families in the other units moved out.

Alderman Cashin asked why did they move out.

Mr. MacKenzie answered that I cannot answer. Normally it goes under the jurisdiction of the department that requested the money, which would be the Library but I am not sure if anyone was actively managing those apartments.

Alderman Cashin stated what I want to know is did the Library Trustees ask them to leave or did they leave on their own volition. Why did they leave?

Mr. Maranto replied I believe it was on their own volition but I can check on that tomorrow.

Alderman Cashin stated they were leaving there up until the time the City purchased the property and then they moved out. Why?

Mr. MacKenzie replied I think that is an appropriate question to ask of the Library Director.

Alderman Cashin asked would you do that.

Mr. MacKenzie answered sure.

Chairman O'Neil asked, Bob, can you report that both to Lands and Buildings and CIP. I am not sure you will be able to get all of the information together for Alderman Cashin for tomorrow night, but there are a number of hands in this and I don't believe that was the intent of the Board when we bought it.

Deputy Clerk Johnson stated I just got a copy of the letter from the Lands and Buildings agenda and I will just note that there is a comment that a letter of interest will be submitted to organizations such as Manchester Neighborhood Housing Services, The Way Home, Families in Transition, Helping Hands Outreach and the Welfare Department regarding management. I guess they are intending to send out letters of interest.

Chairman O'Neil asked who is intending.

Deputy Clerk Johnson answered this is a letter from Wayne Robinson of the Mayor's Office. I can ask him to be in attendance tomorrow night if he can to answer the questions of the Committee.

Chairman O'Neil addressed Item 10 of the agenda:

1997 CIP Budget Authorization:

7.30271 – Rotating Beacon Tower, Revision #1

On motion of Alderman Lopez, duly seconded by Alderman Cashin, it was voted to approve the budget authorization.

Chairman O'Neil addressed Item 11 of the agenda:

1999 CIP Budget Authorization:

410399 – Cops More 98, Revision #2

Alderman Lopez asked, Deputy Chief Robinson, when we get a grant like this do we charge back the school if you put officers in there under this grant.

Deputy Chief Robinson stated in this particular grant, I don't think there are any that go into the schools but if there was one where we put officers in the schools, we do a chargeback.

Alderman Lopez asked if you got say \$100,000 for a grant for the schools, you would charge then an additional \$100,000.

Deputy Chief Robinson answered the best way I can answer it is when we assign officers to schools there is a chargeback. If they are there on a Federal grant, I am not sure I have an answer to that.

Alderman Lopez asked could you find out because that is a question that came up at the School Board meeting.

Deputy Chief Robinson answered I can get an answer for you tomorrow.

Alderman Lopez stated the School Board has thinks that they are getting double charged after you get a grant and I thought I would just mention that and try to get an answer.

Deputy Clerk Johnson stated can we request that the answer be submitted to the Clerk's Office and we will distribute it.

Deputy Chief Robinson replied okay.

On motion of Alderman Lopez, duly seconded by Alderman Cashin, it was voted to approve the budget authorization.

Chairman O'Neil addressed Item 12 of the agenda:

2002 CIP Budget Authorization:

410302 – Local Law Enforcement Block Grant, Revision #1

On motion of Alderman Lopez, duly seconded by Alderman Cashin, it was voted to approve the budget authorization.

Chairman O'Neil addressed Item 13 of the agenda.

Proposal for an Eight-Year Capital Improvement Plan submitted by Mayor Baines.

Chairman O'Neil stated the Mayor has asked to make a formal presentation to the Committee but he has a School Committee meeting tonight. Can we table this item?

On motion of Alderman Cashin, duly seconded by Alderman Lopez, it was voted to table this item.

Chairman O'Neil addressed Item 14 of the agenda:

Communication from Chief Mark Driscoll seeking approval to adjust the scope of the CIP 830100 Police Station & Human Services Building project to allow for expenditure of funds for major improvements and renovations to the existing facility.

Alderman Lopez asked when we say we are going to transfer these funds, a large part of the funds are needed for professional services and renovations of the firing range. Do we not have professional services here in the City?

Deputy Chief Robinson answered back in September of 2000 we approached the CIP Committee requesting permission to expend some funds for the Turner Group of Concord, NH to do a study on our firing range to see how we could bring it up to code and start using it. At that time, we were referred by the Committee to Frank Thomas and the Highway Department to see if their engineers could, in fact, do this without us spending any money. That was done. We did talk to Frank and

at the time it was determined by them that they could not do this and they didn't have the proper equipment. Since that time, we have been working with Tim Clougherty from the Highway Department after we did get the report back from Turner. Tim has taken this on as a project with Frank Thomas' permission. I have been working hand-in-hand with him. We have approximately \$300,000 left in that fund and we had requested and that is why we are down here again, to use some of those funds to get our range back on line. Basically what has to occur is we have to do a lead abatement to get the lead out of there. We have to have a thorough cleaning of the vent system, as well as a rebalancing of the vent system. We will need to hire an architect for some drawings, although a lot of the legwork has been done by Tim Clougherty of the Highway Department. Right now, we go out to Auburn to shoot or to Pembroke and we also use the range down on Gay Street to qualify our officers. What we are finding is that there is an awful lot of travel time involved and it is not cost effective. When we do get the range up to par, we will be using lead free ammunition so this problem should never occur again.

Alderman Lopez asked how much money is in the CIP account.

Deputy Chief Robinson answered I believe there is approximately \$300,000 left in that account.

Alderman Cashin asked what are you going to cut out. You were given X number of dollars to do certain projects and you must be cutting some projects out in order to accomplish this.

Deputy Chief Robinson answered no. The \$300,000 is left from the funding for the new police station. All of that money was taken out except for \$300,000. That is what is left in there and our hope was to be able to use that to get the current building up and get that firing range back on line. That is the most important thing to us.

Chairman O'Neil asked and you can do not only the design and engineering but you can do the contracting services in that \$300,000.

Deputy Chief Robinson answered we believe we can do it very easily, yes.

Chairman O'Neil asked what would be a ballpark timeframe.

Deputy Chief Robinson answered Tim is ready to go now. He is putting together an RFQ although we haven't put it out yet and then from there we will try to select an architect to do the engineer drawings. What we are really hoping is that by February or March we could have our range up and running.

Alderman Lopez asked if, after you go through this process and we authorize this, before you actually spend the money if it is over \$300,000 you will let us know, right.

Deputy Chief Robinson answered I can assure you that we won't be spending over that. I can absolutely assure you of that.

On motion of Alderman Cashin, duly seconded by Alderman Lopez, it was voted to approve this request.

Chairman O'Neil addressed Item 15 of the agenda:

Communication from Ron Johnson, Deputy Director of Parks, Recreation & Cemetery requesting \$15,000 to fund a Valley Cemetery Master Plan (CIP #810001).

Mr. Johnson stated this past year we made the request from the CIP Committee for the Valley Cemetery Project. The project was approved by the Committee and by the Board of Mayor and Aldermen contingent upon the use of Cemetery Trust funds. This past fall at the October 18 meeting of the Trustees of Trust Funds the issue was discussed. There was a question regarding this project and also the Blood Mausoleum rehabilitation and the use of cemetery trust funds for these projects. At the request of the City Finance Director, he recommended that it is going to take quite awhile to approach the State Attorney General's Office to determine...they are doing a petition to the Attorney General's Office and that could be a lengthy process to determine if those funds can be used. So, Mr. Clougherty recommended that we come back to the CIP Committee and ask for a reconsideration for the \$15,000 request to see if there are some other funds that could be used for the City. I would just like to mention that with me is John Wood, who is the Chairman of the Friends of Valley Cemetery and he would like to update the Committee on the project and what his plans are.

Chairman O'Neil asked can you tell me what the Master Plan is. Are you talking the fencing and the granite and all of that around the perimeter? What are the types of the things that the Master Plan will identify?

Mr. Johnson answered I can have Mr. Wood go into a little more detail but in general it would be to hire a conservator to look at the various issues like the fencing and the gravestones. The group is also intending to work with some local landscape architects and the UNH Cooperative Extension on the landscape itself and renovations to that.

Mr. Wood stated last spring we formed an organization called the Friends of the Valley Cemetery and this is made up of citizens here in Manchester. Our objective is to form a 501C3 corporation and go out and raise funds from the various foundations to get this work done. We estimate that just in the first phase to bring this jewel of the City back to where it was many years ago, we are looking at \$1 million and I doubt very much that the City would appropriate \$1 million but this kind of money is available out there if we write grants and ask for the money from various foundations and Federal agencies. This cemetery is in the target area of the downtown and with the civic center opening it is very important, our group feels, that we bring it back to the level it was many years ago.

Alderman Lopez stated I think if we go back to this meeting and I don't know if it was October 18 but I do know that it was awhile back when the Trustees from the State were here and I am sure the minutes will reflect the information that was provided by the Director of the Trustees. She was here and there were approximately 16 people here and one of the things I have been saying is that the trust fund can be used for things like this and she confirmed that at the meeting in this Chamber. She said we could request money from the trust fund as long as there is a way to pay it back in a period of time and Kevin Clougherty was here at that time. I am a little amazed that we are going to the Attorney General's Office for a question that has already been answered in these Chambers.

Mr. Johnson replied at the last meeting as more information came forward and Bob MacKenzie might be able to fill in a little bit more but I think the use of those funds could open up the City to other maintenance responsibilities at the cemetery and I think that is the question they are trying to get answered by the Attorney General's Office. Also, with the Blood Mausoleum it is the same issue of using those funds for that maintenance and rehabilitation.

Alderman Lopez stated those questions were asked of the Director and she said those monies could be used. The only stipulation on using the trust fund money is that we as a City have to prove to the State that in a period of time we are going to pay back that trust fund. With the mausoleum that particular question was asked and she indicated in front of everybody as long as the Finance Director along with the trustees can prove that within two or three years or whatever the time is, they are going to pay that money back then the trust fund can use those funds. The other question I have is if we were to give the \$15,000, that is going to be controlled by the City portion and not the Friends of the Valley Cemetery, correct?

Mr. Johnson replied right. That would be within our department.

Alderman Cashin stated if I understand this correctly you are asking us for \$15,000 to evaluate and see if there is money out there and form a non-profit corporation.

Mr. Johnson replied that is correct and just to clarify it was approved this year as part of the CIP but it was contingent upon using the trust fund dollars and at this most recent meeting of the Trustees of Trust Funds, they have asked us at the recommendation of the City Finance Director to do this because it is going to take too long to get that determination. The Friends group, as Mr. Wood mentioned, was formed this past year and they are anxious to get going. This would be the first step in actually getting the project moving forward. They would like to move as quickly as possible rather than wait for the Attorney General's Office. According to Mr. Clougherty it could take some time for that to be answered.

Alderman Cashin stated I have no problem coming up with the \$15,000 in seed money in order to get this thing moving. I think it is the right way to go. I would prefer that the Blood Mausoleum and a few other things be done through a non-profit corporation as opposed to the City of Manchester because I don't think the taxpayers should be responsible for that. That is just my personal opinion. It is not owned by the City and if we start maintaining things like that or mausoleums, where does that stop? Once you open the door, you can't close it. Personally I like the idea of setting up a non-profit organization to look into it and I am willing to move on the \$15,000.

Alderman Lopez stated I think the issue with the Mausoleum is to expand it and then the revenue coming from it would pay back the trust fund. That is the way I understand it.

Alderman Cashin asked what revenue.

Mr. Johnson answered I think Alderman Cashin was referring to the Blood Mausoleum that has deteriorated at this point.

Alderman Lopez stated the \$15,000 is for a Master Plan. Where is that \$15,000 going to come from?

Mr. MacKenzie replied normally when requests come in we would suggest that it be referred to the next CIP budget process, which begins next month. We do try to find funds for emergency situations, such as the Bethel Court emergency situation. Our first response would typically be to refer it into the CIP process. Again, that starts next month. The money would not be available, however, until some time early next year.

Alderman Lopez stated in the meantime there is no reason why the Friends of the Valley Cemetery couldn't establish their 5013C correct.

Mr. Wood replied we are in the process of doing that today. Really the way we see it is we need the seed money to generate a report to show to other people we are going to ask for money. If we were to go to some foundation and say we need \$15,000 for seed money, I think we would be wasting our efforts. They may give us \$50,000 instead of \$15,000 if we have some paperwork in our hand to show them that this is the kind of money we need. We are anxious to start working with Parks & Recreation to make this happen this winter so that in the spring some of this work could commence. Obviously it is going to snow here at some point in time and then it is going to be more difficult to make things happen as far as doing a study. Time is of the essence.

Alderman Cashin stated I just feel that with the location of the cemetery, we don't have an alternative. You have the civic center there and you want to impress people with the City of Manchester. You renovated the park down there and paved all of the streets and all of the sudden you have this cemetery that quite frankly is an embarrassment. I don't think we can just sweep this under the rug. We have to do something. Bob, it seems to me that we can find \$15,000? We have done it in the past.

Mr. MacKenzie replied if the Committee wishes us to go back and see what options there are, we could do that and bring some information back at the next meeting.

Chairman O'Neil stated it shouldn't be limited to CDBG money. It could be cash.

Mr. MacKenzie replied I think it might have to be cash. I don't think it is CDBG eligible.

Mr. Maranto stated the only way it would be eligible for CDBG funds is if we determined the area to be a safety hazard or a blighted influence on the neighborhood.

Chairman O'Neil replied it certainly is that.

Mr. Maranto responded the Superintendent of Buildings would have to make that determination. We have never used that specification before.

Chairman O'Neil asked can you see if you can find a source and report back to the Committee.

On motion of Alderman Cashin, duly seconded by Alderman Lopez, it was voted to have the CIP staff look for funds and report back at the next Committee meeting.

Mr. Wood asked when is the next meeting.

Chairman O'Neil answered probably a month from now but if they find some money we could probably do a phone poll.

Alderman Cashin stated if you can find the money, Bob, we could do a phone poll and it could go on the next agenda of the Board of Mayor and Aldermen if we wanted it to.

Deputy Clerk Johnson replied if they find the money we can get it on the agenda.

Mr. Wood stated speaking for the Friends of the Valley Cemetery, we appreciate any efforts you make on this regard. It is an important thing for us to get started just to keep interest going. If we dilly-dally, then interest will fade.

Chairman O'Neil asked will that report by the City's for the Friends of Valley Cemetery to use.

Mr. Johnson answered yes.

Chairman O'Neil addressed Item 16 of the agenda:

Communication from Frank Thomas, Public Works Director, requesting authorization for an expenditure not to exceed \$210,000 for the CSO Coalition/Merrimack River Study, and further that the Mayor be authorized to execute all necessary documents related to the study upon review and approval of the City Solicitor.

Mr. Seigle stated back in June there was authorization given to enter into this coalition and this study not to exceed \$100,000. That \$100,000 is a matching grant that each City involved in this, which is Lowell, Haverhill, Nashua, Greater Lawrence, and Manchester are each putting up \$100,000 towards a \$500,000 grant that was given through the Army Corps of Engineers to do Phase I of this study. Since that time, another \$500,000 has been made available through the Army Corps of Engineers, which will be sufficient to finish Phase I. The Resolution passed by the Board back in June specifically stated that if we were to increase the \$100,000 it had to come back to the Board for approval so now we are looking for a total of \$210,000 as our share of this \$2 million study.

Alderman Cashin asked you already have \$100,000 and you are asking for \$110,000.

Mr. Seigle answered we are asking to increase it from \$100,000 to \$210,000. You already authorized the \$100,000 expenditure.

Alderman Cashin asked so it is an additional \$110,000.

Mr. Seigle answered correct.

Chairman O'Neil asked this is coming out of user fees, correct.

Mr. Seigle answered yes. It is coming out of the sewer fund and it is part of the CSO program.

On motion of Alderman Cashin, duly seconded by Alderman Lopez, it was voted to approve the request.

Chairman O'Neil addressed Item 17 of the agenda:

Petition for discharge of paper street (listed as Phinney Avenue).

On motion of Alderman Lopez, duly seconded by Alderman Cashin, it was voted to recommend that Phinney Avenue, having never been opened, built, nor used for public travel has been released from public servitude pursuant to RSA 231:51.

Chairman O'Neil addressed Item 18 of the agenda:

Communication from Alderman Vaillancourt regarding the sewer project in the Cohas/Greenwood Court/Shanna Court area.

On motion of Alderman Lopez, duly seconded by Alderman Cashin, it was voted to receive and file this item.

NEW BUSINESS

Chairman O'Neil stated we have a couple of items of new business. The first one is a communication from John Rist with regards to a license plate.

Deputy Clerk Johnson stated basically what they are saying is they had a van that they had purchased and they are looking to replace it. It is an additional vehicle so they need to come to the Committee. We will not accept it in the Clerk's Office and put a plate on it unless the Committee has approved it.

Chairman O'Neil asked and it is an additional government plate, correct.

Deputy Clerk Johnson answered yes.

Chairman O'Neil stated I am guessing that Highway takes care of all of that.

Deputy Clerk Johnson replied no. The Clerk's Office does the actual registrations.

Chairman O'Neil asked who does the plates.

Deputy Clerk Johnson answered we do.

Chairman O'Neil asked so this should be referred to your office then.

Deputy Clerk Johnson answered what you would do is approve it and then they will call our office and we will process the registration for them. It is a fleet issue in that Public Building Services will make a note that they have been awarded an additional vehicle.

Alderman Lopez asked what are we approving.

Chairman O'Neil answered you are approving...

Alderman Cashin interjected an additional vehicle.

Chairman O'Neil stated they have the vehicle.

Deputy Clerk Johnson stated they purchased it with Federal Vocational Education funds but they cannot put it on the road because they did not get approval of the Committee.

Alderman Cashin stated the point is that now they have nine vehicles and if this one goes on the road it is ten vehicles. Why do then need a tenth vehicle?

Chairman O'Neil replied my understanding in reading the letter is that it is for the number of kids that they have to get out to the various programs.

Alderman Lopez asked why do we get involved in this.

Chairman O'Neil answered because we are responsible for the fleet and the plates.

Alderman Lopez asked shouldn't this go to Frank Thomas. Isn't he in charge of the fleet?

Deputy Clerk Johnson answered no. If Highway or anybody else wants to put an additional vehicle on, they come to this Committee and request to do so. Now that doesn't mean that you can't ask for an opinion from Highway but all they are doing is managing the fleet and keeping track of who has what as I understand it. They took over part of a function that we used to do. They purchase vehicles for the smaller departments.

Chairman O'Neil stated if you read the second page he is looking to transfer plates from a 1988 van to a 1998 van.

Alderman Cashin stated I guess he is eliminating three vans.

Deputy Clerk Johnson replied they have three vans that they have been using for parts and they want to dispose of them so they are looking for authorization to do so. Those aren't ones that have been on the road. They are ones that they use for parts.

Chairman O'Neil stated the only reason we are bringing this up tonight is to try to get as much wrapped up as possible before the new Board comes in.

Alderman Cashin stated well this raises a lot of questions that I would like answered.

Chairman O'Neil asked would you like Mr. Rist to come to our next meeting.

Alderman Cashin answered I don't need Mr. Rist to come but could he just tell us how many vehicles he has.

Deputy Clerk Johnson replied he has submitted a list.

Alderman Cashin stated if you take the list and I didn't count them, but then you have three junk vans...

Deputy Clerk Johnson interjected I can ask him to submit a report to the Committee for the next meeting that clarifies all of that information for you and advising that you have approved his request subject to him doing that.

Chairman O'Neil stated if I read this right, Alderman, he is looking to take the plates...if you number them 1 through 12, he wants to take number 5 and put it on number 10 and then he is going to eliminate 5, 6 and 7.

On motion of Alderman Cashin, duly seconded by Alderman Lopez, it was voted to approve the request subject to receiving a more detailed explanation from Mr. Rist.

Deputy Clerk Johnson stated you have two other items of new business, which were forwarded to the Committee earlier.

Communication from the Chief of Police requesting to purchase a 2002 Ford F-250 4 wheel drive pickup truck for use at the main facility and sub-stations. It is to be purchased with Local Law Enforcement Block Grant funds.

Deputy Chief Robinson stated we have approximately 55 vehicles, which range from motorized units like motorcycles to a variety of other types of cars.

Alderman Cashin asked how have you been maintaining the plowing and all of that stuff prior to this.

Deputy Chief Robinson answered right now we have a blazer and we do throw a plow on that and use it occasionally. It is not really useful for other purposes. Right now, when the garage goes out they just grab a cruiser and throw a jack and other items in it when we go to repair a car or fix a flat tire. If we are moving evidence, sometimes we have to go to other City departments and borrow their truck because we don't have a truck to use to transport with the exception of the truck that we have for the horses and that is not something we can use. This is going to be bought with the Federal Block Grant and it has already been approved by the Federal government. Obviously we need approval here at the CIP level to be able to add to our fleet. One of the things that we can't do because it is block grant money is we can't replace a vehicle. That is called supplanting and we are not allowed to do that. All we are allowed to do is add to our fleet.

Alderman Lopez asked who drives this vehicle to do the plowing.

Deputy Chief Robinson stated the maintenance supervisor here, Rick Mantis. He is in charge of our garage and our mechanics.

Alderman Lopez asked would that vehicle be utilized in the City in other places if we need it.

Deputy Chief Robinson answered I am not sure what you mean by that. Presently, we plow the Friends of the Manchester Animal Shelter, our former canine facility on Dunbarton Road. We still maintain that. We maintain a variety of our sub-

stations, as well as doing our own plowing at the station and keeping our own lots clear. We did, in the past, attempt to use other City services but everybody has their own priorities and this way we keep our own area clean.

Alderman Cashin asked but it is going to increase your fleet from 55 to 56 vehicles correct.

Deputy Chief Robinson answered this would be an addition to our fleet, yes.

Alderman Cashin stated so when it breaks down you are going to have to replace it and I understand that you are buying it with Federal funds and that is fine but the next time you replace it, it will have to be with taxpayer funds because the Federal funds aren't going to be there. That is the only point I am making. We are increasing these fleets and eventually when the vehicles have to be replaced it is at the taxpayer's expense. I can understand you need it and I am going to support it but I would suggest that we keep an eye on how we increase these fleets because some day we are going to have to start paying for these things.

Deputy Chief Robinson stated I have your answer, Alderman Lopez, on the schools question. I checked with Paul Beaudoin who does the chargebacks. We do not chargeback for any Federal positions. We are only, by law, allowed to charge for general fund positions so there are no charges for anyone who is in the schools as a result of Federal funds. Paul has assured me that all we charge for are general fund positions and we do not charge for any grant positions.

Alderman Lopez asked but when you do the Federal funds for those officers and those are the ones who go to the schools versus the officers that are not under the Federal program, if you put the officers not under the Federal program into the schools then that is a chargeback right.

Deputy Chief Robinson answered that is correct.

Alderman Lopez stated well that is the point that I am making and the point that they are making. When you receive the Federal funds for those officers to go into the schools, those are the officers who should be going into the schools and not the other officers.

Deputy Chief Robinson replied I do actually understand exactly what you are saying and I will double-check that in the morning and get back to Carol on it.

On motion of Alderman Cashin, duly seconded by Alderman Lopez, it was voted to approve the request.

Deputy Clerk Johnson stated the next item of new business is:

Communication from Stephanie Lewry, Intown Manchester, advising of upcoming plans for the downtown area for this holiday season, noting funding has come from the annual CIP allocation and volunteer assistance of the Electrical Contractors Business Association, Parks and Recreation, For Manchester, the private sector, and Intown Manchester and acknowledging the assistance of individuals involved.

Alderman Cashin asked is this informational.

Deputy Clerk Johnson answered there was no request for any services. I think she is advising the Committee of where their funding is going and what is going on.

Chairman O'Neil asked where is the source of electricity for those items.

Ms. Lewry stated what we are doing is we are putting...in addition to what we have always done which is the snowflakes on the poles, we are doubling the amount of snowflakes. What is really new this year is lighting in Stanton Park. We are putting lights on the little trees in Stanton Park so there should be about 10 trees lit. There are three trees in Veteran's Park near the comfort station, which is to be the tourist booth in the future that we are going to put lights on as well. Those two locations are serviced by the Parks Department and I have had conversations with them, which lead me to believe that they don't think it is a problem for them to assume responsibility. I would have them answer that question though.

Chairman O'Neil asked so you don't need a vote or anything, this was just for information.

Ms. Lewry answered correct. The CIP Committee does provide money to Intown for various capital projects and we have done something a little bit different this year and we wanted to make sure you were informed.

Alderman Cashin stated I want to thank you very much for doing it.

On motion of Alderman Cashin, duly seconded by Alderman Lopez, it was voted to receive and file.

TABLED ITEMS

19. Communication from Ronald E. Ludwig, Director of Parks, Recreation & Cemetery regarding the Derryfield Park – UPARR Grant.

Chairman O'Neil asked, Mr. Johnson, do we have any new information on this item.

Mr. Johnson answered we recently reported that the Federal grant was not approved. They did mention that we could resubmit for next year. At this point, our option would be to either resubmit for the new fiscal year...I think at the last Committee meeting you were going to ask Alderman Gatsas whether the funding that is there could be used for a project at the park.

Chairman O'Neil replied I don't think we have that information yet.

Alderman Lopez stated this was also referred to Lands and Buildings I think.

Alderman Cashin replied I don't think so.

Deputy Clerk Johnson stated not that I recall.

Alderman Lopez stated I remember we had a long conversation about it because I tried to get you to go ahead and do that and the Board said no. We were trying to approve Derryfield Park for the senior center and I said we should have done it and lets go ahead and do it because we have nothing to lose by you going ahead and doing it.

Mr. Johnson replied this is regarding our UPARR Grant, which was for the renovation of Derryfield Park and the particular project that we submitted was for a playground at the park.

Alderman Lopez responded you are right.

Alderman Cashin asked wasn't this a question that was brought up by Alderman Gatsas.

Deputy Clerk Johnson answered yes I believe it was during the budget process. My suggestion is that perhaps the Parks Department could go back and have a discussion with Alderman Gatsas and report back at the next meeting.

Mr. Johnson replied we can do that.

Alderman Lopez stated we have \$150,000 just sitting there. Are we just going to let it sit?

Deputy Clerk Johnson replied I think the idea is to have the Parks Department go back to the Alderman of that ward and work with him in terms of what could be done with that \$150,000.

Alderman Cashin stated if I am not mistaken wasn't this a matching grant and we couldn't get the match and Alderman Gatsas raised a question about it.

Mr. Johnson replied right. The grant, when it came to the notice of the City there was a potential of \$500,000 for the total grant. As we got into the grant process, they recommended that we not go above a certain dollar amount per capita to make us competitive. In the end we did not receive the grant. The \$150,000 was to match the \$500,000, which would have given us a total for the project of \$650,000. My understanding is that through the CIP process \$150,000 has been appropriated. There is a possibility that we can do a playground project still with that money.

Alderman Cashin stated but the \$150,000 was appropriated with the understanding that it was going to be a match to \$500,000. We are not going to get the match so I do think that you should sit down with Alderman Gatsas and discuss it with him before we take it upon ourselves to...

Alderman Lopez interjected I agree with what you are saying but I just wanted to make it very clear that it is \$150,000 that you are talking about.

Chairman O'Neil asked do you have anything to report on Item 24.

Mr. Johnson answered my understanding is that it has been put on hold until the Chamber of Commerce gets on board to finalize that. We are okay with the facility using that portion of the comfort station for the Visitor's Center and I think Mrs. Regan is just trying to work it out with the Chamber of Commerce.

20. Copy of a communication from the Deputy Finance Officer to Alderman Gatsas relative to funding options for Millyard parking facilities.

This item remained on the table.

23. Communication from Robert S. MacKenzie submitting updated information on HOME projects under Manchester Neighborhood Housing Services as requested by the CIP Committee.

On motion of Alderman Cashin, duly seconded by Alderman Lopez, it was voted to remove this item from the table.

Chairman O'Neil stated this an old item that has been hanging around for awhile. Mr. Torres has sat very patiently many a night here. Felix, why don't you come up. I know that you had a chance to sit with several of us earlier. Could you kind of walk us through this a little bit? Does anyone have any questions for Felix?

Alderman Cashin replied no. I met with Mr. Torres earlier this evening and we discussed the few items I had and he answered my questions to my satisfaction.

Chairman O'Neil stated I want to make sure I understand this, Felix. There is approximately, and I am rounding off here, \$1.8 million in loans to date whether they are Community Development Block Grants or Home Funds correct?

Mr. Torres answered that is correct.

Chairman O'Neil asked there is approximately \$700,000 in what is called Deferred Loans.

Mr. Torres answered that is correct.

Chairman O'Neil asked which means that those people who have those loans are below the median income level of the City.

Mr. Torres answered they are below 50% of the median income level.

Chairman O'Neil asked and unless they sell the property...

Mr. Torres answered or pass away.

Chairman O'Neil stated it then almost acts as a grant.

Mr. Torres replied correct and again it is for 20 years. If after 20 years they are still alive and kicking and haven't sold the property, it becomes a grant and goes away.

Chairman O'Neil asked and there is approximately \$1.1 million in what I will call conventional loan money.

Mr. Torres answered it is a loan in the sense that it gets...the principal gets repaid over 20 years.

Chairman O'Neil asked and there is no interest.

Mr. Torres answered that is correct.

Chairman O'Neil asked just for my clarification and I don't know if you have the same charts as we do but where does that show up. I am sure these type of loans all mean something.

Mr. Torres answered I don't have the chart in front of me.

Deputy Clerk Johnson provided Mr. Torres with a copy.

Chairman O'Neil stated I forget that there is a presentation to make. I'm sorry.

Mr. MacKenzie replied we will pass if the Committee is happy with the information. We are available to make the presentation though.

Chairman O'Neil stated you said the presentation is under five minutes.

Mr. MacKenzie replied yes.

Chairman O'Neil stated then let's do it.

Mr. Todd Fleming stated earlier this year the CIP Committee asked the Planning staff to prepare a report detailing the status of the City's affordable housing projects. Since that time, the report has been completed and is being updated on a continuous basis. Tonight I would like to provide a brief overview of the report's contents. Since 1980, the City has provided approximately \$11 million of subsidies to the Manchester Housing & Redevelopment Authority, Manchester Neighborhood Housing Services, private developers and citizens to promote both the retention and creation of affordable housing opportunities. As a result of the City's efforts, approximately 1,600 units of affordable housing have been created and 1,300 individuals have received home ownership counseling. I would like to begin the presentation by describing the private partnership that the City has established with Manchester Neighborhood Housing Services. As Felix alluded to earlier, approximately \$4.2 million of City funding has been invested in Manchester Neighborhood Housing Services since 1992. Of that, \$2.9 million has gone into rental housing development and the other \$1.3 million has been used for home ownership programs, which includes both their Neighborworks Home Ownership Center, as well as housing rehabilitation loan programs. Now for every dollar of City funds that has been invested, approximately \$6 of funding has been leveraged from other sources and that amounts to approximately \$26 million. As far as the City's subsidy allocation, it is broken down as follows - \$1.7 million has gone into grants; \$1.3 million has gone into soft loans; \$700,000 has been used

for deferred loans, which is mostly housing rehabilitation programs and \$500,000 has gone towards their zero interest loans that are paid on a monthly basis.

Chairman O'Neil asked is there an easy definition for a soft loan.

Mr. Fleming answered it is basically an annual pay back in lieu of interest based on the cash flow of the property. Basically if the property is generating cash flow then the City would get a piece of that cash flow but each of the loans has specific terms and those are in your handout – types A-G. If you look at those, they are more specific. The definition of each loan is right there. I already talked about soft loans. Felix went over the deferred loan, which is basically a 20-year term. If they meet the obligation of the loan, it doesn't get paid back and then the regular loans were the zero interest loans for housing rehabilitation, in which monthly payments are made based on those loans. Basically, a deferred loan and the loans for housing rehabilitation average \$15,000 per unit. For Manchester Neighborhood Housing to date, approximately \$408,000 of City financing has been repaid. The majority has been for deferred loans where people sold their home before the 20-year period ended and paid back a pro-rated portion of the loan. In the zero interest loans, \$132,000 has been paid and in the soft loans we have received \$15,000 for those notes. Again, as far as the City's investment of funds, Manchester Neighborhood Housing Services has produced 395 units of affordable housing and they have provided counseling to 1,320 individuals through their Neighborworks Home Ownership Center programs. Now in addition to Manchester Neighborhood Housing Services, the City has also been involved with other entities. As I mentioned before, Manchester Housing and Redevelopment Authority is one of them. From 1980 through 1995 they provided loans and deferred loans much the same as Manchester Neighborhood Housing Services to approximately 1,100 low and moderate income families and basically used those monies to improve living conditions in those units. As you can see, there is approximately \$5.9 million and of the \$5.9 million we have received \$185,000 in repayments to date. The City has also worked with some private developers. In 1994 the City utilized \$516,000 of HOME funds to provide soft loans to the Joliette Street Realty Trust and the 243 Douglas Street Limited Partnership. These funds were used to assist with the rehabilitation of 13 units of affordable housing in separate properties. You can see the amounts of each of those loans. To date, we have received approximately \$21,000 in repayment from the Douglas Street Limited Partnership and we haven't received any payment from the Joliette Street Realty Trust, but basically there hasn't been a cash flow to support repayment of that note. Also, those are basically the...we receive financial statements on an annual basis and that is how the determination is made as to whether repayment is due to the City. Also, in 1996 the City utilized Community Development Block Grant funds to provide deferred loans to low or moderate income families to pay for a down payment and closing costs associated

with purchasing a home and through that program 18 families were assisted. It totaled \$65,000 of CIP funds and we received just about \$10,000 in mortgage discharge payment on that. It is also basically people who sold their homes prior to the term ending on the loans. That pretty much concludes my presentation.

Alderman Lopez stated this is an excellent report. I do have two questions and I don't know if they can be answered. The Silver Street area, there is a foundation over there and I think that Manchester Housing owns or do you?

Mr. Torres replied we don't own anything on Silver Street.

Alderman Lopez stated there is a foundation or a building over there and maybe we should ask Planning what is going on. That foundation where the old recruiting office was has been there for years. I was wondering if we couldn't get some correspondence to MHRA to see what we can do. If they don't want it, maybe Manchester Housing could use it.

Mr. MacKenzie replied I am familiar with that particular site. That is under private ownership. It is owned by the Silver Towers organization that owns the old Veteran's building. I do know that they have had a difficult time with the project. They have tried a couple of times to get that project going. They have been to the Zoning Board of Adjustment because it didn't meet certain regulations. It is in private ownership and they have tried a couple of times but it faltered for a variety of reasons.

Alderman Lopez asked would that be something that we could do like we did for Joliette Realty or whatever.

Mr. MacKenzie answered they have not come forward to ask for any City assistance on the projects. We could contact them to see what difficulties they are facing and see if we could be of assistance.

Alderman Lopez replied that is all I am asking. Mr. Torres, where do we go from here? You have done an excellent job in the last 10 years. Where are we going with new projects?

Mr. Torres responded good question. As you know, after talking to you and Alderman Cashin and some of the other Aldermen from the west side, we have been looking at opportunities on the west side to do some more of the neighborhood revitalization work and our specialty has always been buying the worst building in the neighborhood and making it better. Quite frankly, the current prices we are seeing in the marketplace are simply unsupportable. We are looking at buildings that we quite frankly would tear down and owners are looking

for \$30,000 a unit. There is just no way that we can do a feasible deal with those kind of current prices but we are still very actively looking. We had a broker hired to look at the west side and we have identified some areas so that is hopefully an area that we would like to do some work on. As an aside, with encouragement from people from the Planning Department we did call the owner of the Silver Street site and he did tell us that he was hoping to get some development together and was currently going through zoning and stuff. The Planning Department was actively looking for opportunities and we called and he did say that they were hoping to get a market project going there.

Chairman O'Neil asked other than Joliette Street, the Douglas Street Limited Partnership, Manchester Neighborhood Housing Services or the Manchester Housing and Redevelopment Authority, do we leverage these monies for any other types of housing or are those pretty much the four right now.

Mr. MacKenzie answered the only other ones are transitional housing. We have assisted Families in Transition. It is not a normal housing project but part of an organization. I think that is the only other one plus The Way Home, which also has transitional housing on Spruce Street. Those are slightly different and not normal rental market situations.

Chairman O'Neil asked could we make sure that this information gets out to all of the Aldermen.

Deputy Clerk Johnson answered yes.

On motion of Alderman Cashin, duly seconded by Alderman Lopez, it was voted to receive and file this item.

21. Ordinance Amendment:

"Amending Section 37.03 "Advisory Board" by inserting new language prohibiting persons holding positions within the entity association, or organization designated by the Advisory Board to manage services within the Central Business Service District from serving as members of the Advisory Board."

On motion of Alderman Lopez, duly seconded by Alderman Cashin, it was voted to remove this item from the table.

On motion of Alderman Cashin, duly seconded by Alderman Lopez, it was voted to receive and file this item.

22. Communication from the Director of Planning submitting a copy of a contractor's estimate in the amount of \$152,750 to make repairs to the Blood Mausoleum.

On motion of Alderman Cashin, duly seconded by Alderman Lopez, it was voted to remove this item from the table.

On motion of Alderman Cashin, duly seconded by Alderman Lopez, it was voted to receive and file this item.

24. Copy of a communication from the Deputy Director of Parks, Recreation & Cemetery to Ms. Georgie Reagan relative to the establishment of a Visitor's Center at Veteran's Park.

This item remained on the table.

There being no further business, on motion of Alderman Cashin, duly seconded by Alderman Lopez, it was voted to adjourn.

A True Record. Attest.

Clerk of Committee